Evaluation and Survey Design



Project Title	Evaluation and Survey Design
Summary	This e-internship will contribute to the creation of a strong theory of change and updated pre- and post-program surveys for the International Visitor Leadership Program (IVLP). Virtual interns will help determine the type of data to be visualized on a new dashboard.
Country	United States

Project Description

The Office of International Visitors has a draft theory of change and an active survey tool to collect pre- and post-program information from nearly 5,000 participants each year. The selected e-interns will review the draft theory of change and update survey questions to better quantify the program's impact and increase data collection efficiency. Using data visualization, e-interns will assist with the creation of a dashboard designed to provide all program partners useful information for future programmatic decisions. The e-intern will review the functional bureau strategy and provide advice on the redesign of a current survey tool that will help collect data to fulfill the bureau's objective to effectively highlight program impact on U.S. foreign policy goals.

Required Skills or Interests

Skill(s)
Analytical writing
Data analysis
Data visualization
Infographic design
Survey / polling design

Additional Information

This internship is in the Office of International Visitors, Bureau of Educational and Cultural Affairs (ECA). The International Visitor Leadership Program (IVLP) brings current and emerging leaders from around the world to

the United States for intensive three-week exchanges. Each year, approximately 5,000 participants on over 500 projects focus on thematic topics including U.S. foreign policy, renewable energy, conflict resolution, investigative journalism, volunteerism, rule of law, and more. This e-internship is your chance to be a part of a meaningful monitoring and evaluation effort that will provide data for future programmatic decisions.

Specific duties include:

- Review measurable indicators from the functional bureau strategy
- Create and maintain a dashboard to visualize insights using survey data collected from participants based on various programmatic roles (embassy staff, OIV staff member, nonprofit partner)
- Review and revise survey questions to reflect measurable indicators
- Use participant survey data from Exchanges Impact and develop a clear analysis plan and toolkit that informs managers on the effectiveness of the IVLP in meeting its stated goals, objectives, and priorities
- Summarize and communicate trends that support key policy and resource decisions for the Office of International Visitors

Join us in our efforts to create a systematic evaluation policy!

Language Requirements

None